

**RELEASE AND CERTIFICATION  
BACKGROUND CHECK FOR JUVENILE SERVICE POSITIONS**

**1. PURPOSE.** The County will not employ individuals to work with children if they have ever abused or neglected a child or demonstrated criminal conduct incompatible with service to or care of children. If you have such a history, it is unlikely that you will be employed and you may lose your position working with children if you already hold one with the County. The County will check the criminal background of all applicants for employment after a conditional offer of employment has been made and will check the backgrounds of all existing employees who work with children. As a condition of your employment, you must sign the certification below and complete this form accurately, fully and truthfully.

Last Name		First		Middle	
Maiden name or any last name from previous marriages or all other names by which you have been known:					
Social Security #		Sex		Race	
Current Address: Street		City		State	
Prior Addresses and Dates: Street		City		State	
				Zip	
				Dates	
Current Spouse: Last Name	First	Middle	Maiden	Sex	Race
					Birth Date
Previous Spouse: Last Name	First	Middle	Maiden	Sex	Race
					Birth Date
Full Names of Your Children (Include adult children, step children, foster children, children not living with you. Attach additional page if needed.)					
Last	First	Middle	Sex	Race	Birth Date
Last	First	Middle	Sex	Race	Birth Date
Last	First	Middle	Sex	Race	Birth Date
Last	First	Middle	Sex	Race	Birth Date

**2. CERTIFICATION AND RELEASE.** I certify that I have never abused or neglected a child or committed a crime incompatible with service to or care of children. I also hereby certify that the information contained on this form is true, correct and complete to the best of my knowledge. Pursuant to Section 2.1-382 of the *Code of Virginia*, I authorize the release of personal information regarding me which is either found in the criminal history records maintained by the Virginia State Police or which is related to any disposition of founded child abuse/neglect in which I am identified as responsible for such abuse/neglect maintained by the Virginia Department of Social Services or any local department of social services.

Signature \_\_\_\_\_

**NOTARY**

City/County of \_\_\_\_\_

Commonwealth/State of \_\_\_\_\_

Acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_

Notary Public

My commission expires \_\_\_\_\_

**Pursuant to § 2-79 Chesterfield County Code and § 19.2-389, Code of Virginia, Chesterfield County hereby requests background checks on the individual identified above from the Criminal History Records, Sex Offender and Crimes Against Minors Registry, and the Department of Social Services Central Registry. This information is being used for current and prospective employees.**

**Mail Reply To:**

Chesterfield County Department of Human Resource Management, Attn: Doris Kron  
P. O. Box 40, Chesterfield, VA 23832  
804/717-6325

Agency Code \_\_\_\_\_

Job Title \_\_\_\_\_

Department \_\_\_\_\_

## CHILD PROTECTIVE SERVICES CENTRAL REGISTRY SEARCH

1. We are unable to determine at this time if the individual for whom a search has been requested is listed in the Central Registry.

This form should be returned with the following questions answered: \_\_\_\_\_

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Worker: \_\_\_\_\_

Date: \_\_\_\_\_

2. Based on information provided by local departments of social services, we have determined that \_\_\_\_\_

\_\_\_\_\_ is listed in the Central Registry of Founded Child Abuse/Neglect Investigations with a Founded disposition of child abuse/neglect. For more detailed information, contact the \_\_\_\_\_

\_\_\_\_\_ Department of Social Services at \_\_\_\_\_ STREET

\_\_\_\_\_ CITY STATE ZIP

in reference to Child Protective Services Case/File # \_\_\_\_\_.

3. As of this date, \_\_\_\_\_, the individual whose name was being searched is NOT identified in the Central Registry of Founded Child Abuse/Neglect Investigations as an involved caretaker with a Founded disposition of child abuse/neglect.

Signature of worker completing search: \_\_\_\_\_

Date: \_\_\_\_\_